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ABSTRACT

The kinds of material presently being collected on Canadian higher education, their accessibility, and main problem of bibliographic control were surveyed in 1981. Canadian higher education materials involved material on or about higher education (particularly Canadian higher education) that was (1) produced by institutions, organizations, individuals, or governments; (2) produced through journals, newsletters, books, reports, audiovisual material, minutes, memoranda, policy statements, etc; and (3) included descriptions, analyses, theses, policy statements, or research. Based on survey responses, an overview is presented on the scope of collections, size of collections, access to collections, services, and publications produced by the organization or its library. Respondents fell roughly into three groups: those with collections where the major emphasis is higher education, those where higher education materials are a minor but significant portion of the collection, and those which do not have collections but make use of other nearby sources. Most respondents indicated that their collections were established and maintained primarily for use by their organization or department. Others were receptive to a larger, more public audience. Printed resources that provide access to particular information on Canadian higher education, a select bibliography on higher education, an index to Canadian university newspapers, and educational indexes. Appended materials include a sample questionnaire, responses of organizations surveyed, and a list of surveyed organizations. (SW)

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STATE-OF-THE-ART REVIEW OF BIBLIOGRAPHIC CONTROL IN HIGHER EDUCATION IN CANADA

Paper presented at the Society for the Study of Higher Education Conference, June 1981, Dalhousie University, Halifax, Nova Scotia

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STATE-OF-THE-ART REVIEW OF BIBLIOGRAPHIC CONTROL IN HIGHER EDUCATION IN CANADA

INTRODUCTION

In January 1981, a small group of faculty, librarians, and researchers with an interest in Canadian higher education literature met to discuss the kinds of material presently being collected, different ways of accessing the material, current gaps, and possible future steps. As a result of the meeting it was agreed to conduct a preliminary survey of organizations and/or institutions which were likely to be collecting relevant materials, and to present the survey results at the June meeting of the Canadian Society for the Study of Higher Education.

DEFINITIONS AND CONCERNS

One may question what is meant by "Canadian higher educational materials" and why it is important to have access to them. In the first instance we felt that for purposes of the survey "Canadian higher education materials" should not be carefully defined or limited. The general understanding conveyed through the survey questionnaire was that it meant:

1. material on or about higher education (particularly Canadian higher education)
2. produced by institutions, organizations, individuals, or governments
3. through journals, newsletters, books, reports, audio-visual material, minutes, memoranda, policy statements, etc.
4. and included descriptions, analyses, theses, policy statements or research

In the second instance it is clear that while some problems and issues transcend national boundaries, others such as bilingualism, native studies, federal/provincial fiscal relations, do not. For those individuals (Canadian and non-Canadian alike) seeking information specially addressing higher education from the Canadian perspective it is essential to establish and maintain access to the relevant materials.

THE SURVEY

The questionnaire used in the survey grew out of an effort to describe three collections known to the authors. These three "models" and a set of guidelines were mailed to a sample group of forty-eight national, provincial, and local organizations (identified largely through the 1981 CEA Handbook: le ki-es-ki). Sixteen responses were returned in the short time available. When coupled with the original three "models" the total numbers of responses was nineteen. (It seems likely that those responding would have the most activities to report.) (See Appendix A: Organizations Surveyed; Appendix B: Survey Guidelines; Appendix C: Organizations' Responses.)

The survey was exploratory rather than comprehensive. Its principal purpose was to provide preliminary information as a basis for further discussion on the nature and accessibility of higher education materials. The guidelines asked respondents to prepare a basic description of their collections using the following general categories:

General Statement - on services and clientele
Scope of Collection
Size of Collection
Access to Collection
Services
Publications - produced by the organization or its library
Other

We would like to thank respondents for using the suggested format and thereby providing comparable data. See Appendix B: Survey Guidelines.

RESULTS BASED ON NINETEEN RESPONSES

A. ORGANIZATIONS COLLECTING MATERIALS

Respondents fell roughly into three groups:

- Those with collections where the major emphasis is higher education
- Those where higher education materials form a minor but significant portion of the collection
- Those which do not have collections but make use of other nearby sources

The first two categories were further subdivided according to the overall size of the collections: small — under 5,000 items;
large -- over 5,000 items.

TABLE I: NUMBER OF RESPONSES

	Small (under 5,000)	Large (over 5,000)
MAJOR COLLECTION	6	5
MINOR COLLECTION	2	3
NO COLLECTION	3	

Most respondents indicated that their collections were established and maintained primarily for use by their organization or department within an organization. A few, for reasons of size or mandate, were primarily restricted to use by members:

e.g.
- Canadian Association of University Business Officers
- Bibliothèque Education, Psychologie, Communication
- Council of Ontario Universities
- Ontario Confederation of University Faculty Associations

Others were receptive to a larger, more "public" audience.

- Association of Universities and Colleges of Canada
- Ontario Institute for Studies in Education
- Centre de documentation, centre d'animation de développement et de recherche en éducation
- Office of Teaching and Learning, Council of Ontario Universities
- Alberta Advanced Education and Manpower
- Information Centre, Ontario Ministry of Education and Ministry of Colleges and Universities

B. TYPES OF MATERIALS COLLECTED

Type may be identified by the content of the material (e.g., information on teaching) or by the general form of the material (e.g., institutional report). For purposes of the survey we requested information on the forms of materials since they often generally reflect the content.

The type of materials collected varies with the purpose of the parent organization. See Table II: Summary of Responses from Institutions with Major and Minor Collections in Higher Education.

1. Monographs and Journals

Coverage of "standard" resources such as monographs and journals is good. Guidance to the journal holdings of most large

TABLE II: SUMMARY OF RESPONSES FROM INSTITUTIONS WITH MAJOR AND MINOR COLLECTIONS IN HIGHER EDUCATION

TABLE II: SUMMARY OF RESPONSES FROM INSTITUTIONS WITH MAJOR AND MINOR COLLECTIONS IN HIGHER EDUCATION

*Information printed below is taken only from that provided by respondents. Categories and services not marked may in fact be covered/offered although they were not mentioned in the responses. For complete information see Appendix C: Organizations' Responses.

MAJOR COLLECTIONS	MAIN CATEGORIES OF MATERIAL COLLECTED																SERVICES/FACILITIES								
LARGE	ACCESS*	Monographs	Journals/Serials	Government Documents	Briefs, Reports, Commissions	Institutional Reports (Planning, Staff)	Annual Reports, Financial	Statistical Reports	Univ/Coll. Calendars	Theses	Press/News Clippings	ERIC/CAPTARS	Articles (unpublished)	Audio-visuals	Reference	Bibliographies	On-line Literature Searches	Borrowing/Inter-library Loan Privileges	Selective Dissemination of Information	Photocopy Facilities	Study Space	Publications
Alberta Advanced Education and Manpower	general	9,000	330	X	X		X		X	X	X	X		X								
Information Centre Ontario Ministry of Education and Colleges and Universities	general	24,000	800	X	X	X	X	X	X			X	X				X		X			X
Centre de documentation, Centre d'animation, de développement et de recherche en éducation	limited	10,000	365		X	X											X	X			X	X
Bibliothèque Éducation, Psychologie, Communication	limited	70,000	1,672	X	X					X		X					X		X		X	X	X
Association of Universities & Colleges of Can.	general	17,000	450	X		X	X	X		X	X		X				X	X		X		X	X	X
SMALL																								
Universities Council of British Columbia	limited	3,000	135	X	X	X	X					X					X	X	X	X	X	X		X
Canadian Association of University Business Officers	restricted	n.a.	n.a.			X		X														X		X
Council of Ontario Universities	limited	1,000	50	X	X	X	X		X			X					X			X		X		X
McGill University Centre for Teaching and Learning Services	limited	600	50										X	X			X					X		X
Office of Teaching and Learning, Council of Ontario Universities	limited	500	125				X				X		X				X	X		X		X	X	X
Ontario Confederation of University Faculty Associations	limited	100	60	X	X	X		X	X	X		X					X					X	X	X
MINOR COLLECTIONS																								
LARGE																								
Ontario Institute for Studies in Education	general	170,000	2,000	X	X	X		X		X	X		X		X		X	X	X	X		X	X	X
University of British Columbia Library	open	not available	not available	X							X		X		X		X	X	X	X	X	X	X	
Ontario Educational Communications Authority	limited	11,000	200		X								X	X			X		X	X		X		X
SMALL																								
Alberta Educational Communications Corp. (ACCESS)	limited													X										X
Atlantic Institute of Education	limited	3,000	100					X			X			X			X					X		X

*Access

General - intended for a specific group, but open to others.
Limited - intended for a specific group, limited access to others, advance notice required.
Restricted - available only to a specific group.

For addresses, see Appendix A.

Best copy available

libraries is available through reference tools such as Union List of Serials in Education and Sociology held by Canadian Libraries (published by the National Library of Canada, current to 1974) or New Serials Titles (more current but principally American). However, access to information on the holdings of small, specialized libraries which frequently are the only source for informal or irregular publications such as newsletters, in-house bulletins, etc. is often available only by direct contact with the organization. Many valuable sources of information are therefore difficult to identify and obtain.

2. Briefs, Commissions, Government Documents, etc.

The regular collection of briefs or commissions, government reports or documents, Statistics Canada materials and theses is also good but varied. Larger libraries with a broad focus (e.g., Ontario Institute for Studies in Education and the Association of Universities and Colleges of Canada) collect widely and in some cases quite comprehensively. Smaller libraries tend to select only those items pertinent to their particular needs.

For example, the Centre de documentation, Centre d'animation, de développement et de recherche en éducation (CADRE) has la Commission d'étude sur les universités (1977-1979) for Quebec while the Information Centre of the Ontario Ministry of Education and Ministry of Colleges and Universities has the universities' annual submissions to the Ontario Council on University Affairs (OCUA).

With the exception of the Association of Universities and Colleges of Canada (AUCC) library, we are not aware of any organization attempting to collect materials of this kind from all parts of Canada.

3. Institutional Reports, Annual Reports, Newsletters, etc.

The collection of institutional reports (planning documents, collective bargaining agreements, financial information, curriculum guides), annual reports, press/news clippings, newsletters (student, faculty, and other), college and university calendars, unpublished articles (conference papers, working drafts, proposals) varies widely.

In general the larger libraries collect broadly while the smaller libraries collect narrowly with the specific intent of gathering more ephemeral or fugitive materials, (e.g., conference papers, internal reports, project proposals, news releases):

e.g. . the Office of Teaching and Learning, Council of Ontario Universities collects all local and several non-local newsletters devoted to educational development issues;

. the Information Centre of the Ontario Ministry of Education and Ministry of Colleges and Universities collects multi-year plans of the colleges of Applied Arts and Technology;

. the Canadian Association of University Business Officers maintains an Inventory of Skills - listing university administrators with skills in 87 areas of expertise.

While some overlap exists in the collections of the various respondents, it is not always easy to determine which holdings of particular items (e.g., annual reports, calendars, newspapers) are complete and/or comprehensive, retrospective or historical. There are also gaps where little collecting is occurring. This is particularly true of internal institutional reports.

C. ACCESSIBILITY

Accessibility to the collections is governed by three factors:

1. availability of printed information about the existence and nature of individual items (e.g., journals and monographs) or collections of material

2. organization of the collection (e.g., arrangements for author/title/subject access, existence of indexes, availability of online access)

3. availability and sophistication of services (e.g., in-depth reference, online literature searching, selective dissemination of information, etc.)

(See Appendix C: subsections D: Access to the Collection, and E: Services)

1. Printed Resources

Attempts are regularly made to provide printed access to particular information on Canadian higher education. Most notable are the following:

a) Inventory of Research into Higher Education

The Inventory, published annually by the AUCC, contains descriptions of about 350 research, innovative and experimental projects concerned with post-secondary education in Canada, which are in progress or have been completed during the year. They represent work carried out by researchers in universities, community colleges, educational organizations, and government departments and agencies. Since the Inventory relies on voluntary submissions it is not comprehensive and occasionally reflects hopes more than realities. Nevertheless, it is a principal resource for information.

b) Select Bibliography in Higher Education

The Select Bibliography, a quarterly publication of the Association of Universities and Colleges of Canada (AUCC), provides current access to monographs (books, documents, reports, background papers, etc.) relevant to Canadian higher education. Items are organized by broad subject, e.g., collective bargaining, management, libraries, and by geographical location, where appropriate. All items identified are available from the AUCC library.

c) An Index to Canadian University Newspapers

Another quarterly publication of AUCC, the Index, is intended as a supplement to the Select Bibliography and includes "a selection of items of interest from newspapers published by Canadian university information offices." Items are organized according to the same broad subjects as the Select Bibliography.

d) A Bibliography of Higher Education in Canada/Bibliographie de l'enseignement supérieur au Canada, by Robin Harris

The Bibliography, originally published in 1960 with supplements in 1965 and 1971, is currently being completely updated for republication. The bibliography of monographs, journal articles, government documents, pamphlets, theses and dissertations is broadly organized first by topic and then by year of publication and includes material from both universities and colleges. Of particular use to researchers is the list of sources from which items were drawn.

e) Educational Indexes

There are several educational indexes which offer access to educational research in general at all levels.

. The Canadian Education Index and CANADEX (Canadian Monographs in Education) provide access to articles, books, and reports on all aspects and all levels of Canadian education. Both are available in most large libraries. Unfortunately, neither is available online and neither includes abstracts.

. ONTERIS (Ontario Educational Resources Information System) is an automated database offering full bibliographic records and abstracts with three specific sections, one of which, EDUC, contains material relevant to higher education. (See Appendix C: Ministry of Education, Ontario, Information Centre.) Naturally its principal focus is report literature on Ontario.

. Recently the Quebec education ministry announced the creation of a data bank of research and development in education in Quebec. The service, which will complement, but not duplicate the services of ERIC (U.S.) and ONTERIS (Ontario), will produce copies of the documents listed or will give locations. Although the principal emphasis will be primary and secondary materials, a small portion will be drawn from higher education.

. Finally, ERIC (Educational Resources Information Center) offers the greatest access to research literature on higher education both in printed and online form. Unfortunately, it is primarily American; retrieving specifically Canadian material, while not impossible, is not always easy.

f) Bibliographies/Acquisitions Lists/General Publications

A variety of publications are available from individual organizations reflecting the focus of that organization.

e.g. CADRE, Le collège québecois, introduction bibliographique (1976, épuisée)

Office of Teaching and Learning, Council of Ontario Universities, Current Contents: Teaching and Learning in Higher Education

Ontario Confederation of University Faculty Associations, OCUFA Acronyms

For details of the respondents' publications, see Appendix C: sub-section F: Publications.

2. Organization of Collections

The organization of the collections in large libraries is generally the standard LC or Dewey with author/title/subject access via a card catalogue. This is frequently supplemented by the availability of automated databases and special catalogues (union, historical, etc.)

Access to the smaller collections varies considerably. At one extreme is the joint automated database developed by the Office of Teaching and Learning, Council of Ontario Universities and the Teaching Resource Office, University of Waterloo, accessible by author, title, publisher, and subject. At the other extreme is the simple organization by issuer of publication with no subject access used by OCUFA.

Collection policies for the organizations are rarely stated and maintenance and development of their collections frequently reflects the immediate needs of the supporting organization. In addition, both large and small libraries frequently rely on the goodwill and cooperation of others for building certain portions of the

collection (e.g., institutional reports, newsletters, etc.). If items are not voluntarily submitted they may easily be "lost" for those seeking information.

3) Services

The services available reflect the general purpose, size and scope of the library. Comprehensive facilities including in-depth reference and individualized bibliographies (see Table I) are generally available from those organizations which utilize professional staff for maintaining the collection. Limited informal assistance is offered upon request (and with advance warning) by most other groups.

PROBLEMS

Based on the results of the survey and on the experience of the individuals who met in early January the following problem areas are evident:

1. Definitions

The nature and scope of higher education in Canada is extremely diversified. There is a need for clearer identification and agreement upon: the major and minor areas of concern, the distinction between research and other forms of information, and on the various types of materials addressing the issues.

2. Collection Policies

There are few written policies for the collection of materials on higher education. In particular this applies to records management and archives policies within organizations producing most of the baseline information (e.g., institutional records, planning documents, etc.). Where policies exist they are frequently altered to reflect changing financial support for the library or collecting group. At the provincial level there is little coordination of

existing policies and all too often a practice of passive receptivity rather than active solicitation exists for fugitive but highly valuable material such as memoranda, unpublished papers, etc.

3. Accessibility

There are innumerable obstacles to overcome for individuals seeking information on Canadian higher education -- not the least of which is lack of readily available, comprehensive, and current sources (whether automated or non-automated) on where the information exists. Once the information's existence is determined the individual may still face some problems in obtaining items as a result of the varying methods and quality of retrieval systems used by the collecting organizations.

4. Collection Coordination

It was obvious from respondents that each felt a need to ascertain which other organizations were collecting higher education materials. The lack of coordination in part reflects the general lack of communication between organizations in a geographically widespread situation and in part the lack of an organizing focal point for the very loose-knit and largely haphazard network that is developing.

CONCLUSION

Given the problems identified above, the question arises: what, if anything, can or should be done.

We have made a start by identifying some of the organizations collecting Canadian higher education materials, their respective roles and resources, and the main problems of bibliographic control.

Ideally, a national level organization might take on the goal of becoming a repository of Canadian materials (research and other) on higher education. There are, however, two factors that militate against such a solution at this time:

1. the materials are so wide-ranging in content and form that it is unlikely even a national organization would wish to expend the effort necessary to collect, organize, and make available all such items;

2. it is also unlikely that the financial and other resources exist in a single organization for such an endeavour.

In fact, one such national organization, the Association of Universities and Colleges of Canada, seems unwilling to make it a priority.

A more workable alternative seems to involve cooperation among collecting agencies wherein each accepts responsibility for comprehensive collection-building in one or two areas relevant to the organization's own needs as well as the overall needs of the "network". Such a system, however, would have to consider the problems of financial support available and resolve the arguments over standardization of collection organization and access wherein some libraries stress professional standards (LC, Dewey, etc.) and others stress pragmatism and convenience.

Until such a time as a more formal cooperative "network" develops, we would encourage the further growth of informal exchange of information, already begun in this review, by means of a project to create and circulate a complete directory of organizations collecting higher education materials.

There is clearly a need for greater cooperation and coordination among these groups at a national as well as local level. It is hoped that members of the Canadian Society for the Study of Higher Education will accept the challenge of establishing quality control of bibliographic materials on Canadian higher education.

May 1981

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APPENDIX B: SURVEY GUIDELINES

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CONSEIL DES UNIVERSITÉS DE L'ONTARIO

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Office of Teaching and Learning

24 February 1981

Dear Sir/Madam:

Recently a number of people with an active interest in research on Canadian higher education met in Toronto to examine the question of bibliographic control of the literature in this field. Among those present were individuals from the Association of Universities and Colleges of Canada, the Canadian Society for the Study of Higher Education, the Ontario Ministry of Education and Colleges and Universities, the Council of Ontario Universities, and university faculty.

As a result of the meeting it was decided to prepare a state-of-the-art review identifying which libraries, associations, and groups currently collect materials about Canadian higher education. The resulting review would identify the major sources of information (both the physical location of materials and the chief printed sources for information) and discuss current problems of control and accessibility.

The results of the survey will be presented at the annual meeting of the Canadian Society for the Study of Higher Education, June 1-4, 1981 in Halifax.

We would appreciate your cooperation in preparing a description of your collection according to the suggested guidelines enclosed. A response by March 31 would be appreciated.

Thank you for your assistance.

Sincerely

Marion Wilburn

Marion Wilburn
Director

encl.

STATE-OF-THE-ART REVIEW OF BIBLIOGRAPHIC CONTROL IN HIGHER EDUCATION

Guidelines for Preparing a Description of Your Collection

1. Attached are three models of descriptions for two small, special collections and one large special library.

2. Using the guidelines below and the attached models, would you please return to us a typed description of your collection.

3. Please select from as many of the following categories as are appropriate to your collection:

A. GENERAL STATEMENT on services and clientele - whom do you serve (in theory and practice).

B. SCOPE OF COLLECTION

.particular level(s) you collect in (e.g., all education or preschool, primary, secondary, post-secondary, adult, etc.)

.particular focus of your collection (administrative, teaching, research)

.particular types of material (journals, newsletters, books, articles, reports, audio-visual materials, theses (published/unpublished), institutional records, e.g., minutes, memoranda, policy statements)

C. SIZE OF COLLECTION

.approximate numbers of monographs, journals, etc.

.any special information re: complete/incomplete sets, current/historical materials, online bibliographic services, etc.

D. ACCESS TO COLLECTION

.author, title, and/or subject (please specify, e.g., KWIC, KWOC, ERIC)

.automated access (e.g., computer data base(s), word processing storage, etc.)

.linkages to/cooperation with other resource collections

E. SERVICES

.operating hours

.kinds and levels of services (e.g., browsing/borrowing privileges; informal assistance/formal reference service; preparation of bibliographies; research assistance; etc.)

.facilities (e.g., photocopy, microform reader/printers, CRT's, study carrels, etc.)

F. PUBLICATIONS

.regular or special publications produced by your library and/or association that are specifically related to post-secondary education, e.g., acquisition lists, indexes, bibliographies, journals or newsletters, reports, monographs, etc.

G. OTHER

.any special notes that will help those interested in Canadian higher education

4. Please return your description to:

Marion Wilburn
Director
Office of Teaching and Learning
Council of Ontario Universities
130 St. George Street Suite 8039
Toronto, Ontario M5S 2T4

by Tuesday, March 31, 1981.

5. Should you wish to receive a copy of the final paper and directory of responding institutions or to submit any comments on the problems of bibliographic control in higher education, please use the reverse side of this sheet and return it along with the description of your collection.

(over)

Please send a copy of the final paper to:

NAME . . . . . .

INSTITUTION . . . . . .

ADDRESS . . . . . .

COMMENTS:

Office of Teaching and Learning
Information Centre
Council of Ontario Universities
130 St. George Street
Toronto, Ontario M5S 2T4
Telephone (416) 979-2165

Contact: Marion Wilburn, Director

A. GENERAL STATEMENT:

The Office of Teaching and Learning provides information and coordination services to Ontario university faculty, staff and students interested in improving teaching and learning. On a limited basis, we also serve other provincial, national, and international post-secondary educators.

B. SCOPE OF COLLECTION:

The Office of Teaching and Learning Information Centre maintains an international collection of materials on educational development at the post-secondary level. Sample coverage includes: curriculum development, student/faculty/course evaluation, specific teaching methods, faculty and administrator development, training teaching assistants, etc.

Of special interest:

-an online data base, which includes the complete collections of the OTL Information Centre, the Teaching Resource Office, University of Waterloo and part of the collection of the Instructional Development Centre at Ryerson Polytechnical Institute. The data base is currently not accessible to a remote searcher except by phone request to OTL where the search is done.

C. SIZE OF COLLECTION:

500 monographs (mostly current, general reference)

125 journals and newsletters

1000 articles, research papers, reports, etc.

50 subject files (miscellaneous news clippings, workshop handouts, etc.)

100 institutional files (describing educational development programs)

an ever-increasing resource network of individuals willing to offer presentations and lead workshops

D. ACCESS TO COLLECTION:

-author, title, and subject (ERIC subject headings)
-online access to the joint collections of the OTL Information Centre and the Teaching Resource Office at the University of Waterloo

E. SERVICES:

-open 9-5 weekdays

-upon request, OTL:

.answers queries on current developments in university education
.conducts literature searches
.prepares annotated bibliographies
.links people with common interests
.circulates resource materials

-limited study facilities available

F. PUBLICATIONS:

University Education News - a quarterly - $4.00 per annum

Current Contents: Teaching and Learning in Higher Education - a quarterly - $6.00 per annum

Calendar - bimonthly list of coming events

Update - irregular newsletter for educational development professionals

MODEL TWO

COU Library
Council of Ontario Universities
130 St. George Street, Suite 8039
Toronto, Ontario M5S 2T4
Telephone: (416) 979-2165

Dr. E.J. Monahan, Director

Contact: Dr. Laura Selleck

A. GENERAL STATEMENT:

The COU Library is primarily a reference collection used by the staff of the COU Secretariat. It is also available to members of the university community and others interested in higher education.

B. SCOPE OF THE COLLECTION:

The collection covers a variety of aspects of higher education (especially universities), with particular emphasis on statistics, finance, policy, and institutional research. Selective acquisitions are also made in related areas, including public policy, labour economics, and sociology.

Of special interest:

-Statistics Canada publications relating to higher education

-Ontario Ministry of Education, Colleges and Universities publications

-annual reports of Ontario universities

-current newspapers, news releases and calendars of Ontario universities

-complete collection of Ontario Council on University Affairs reports and briefs to OCUA

-complete range of COU publications

C. SIZE OF THE COLLECTION:

1000 monographs

50 journal subscriptions

56 Statistics Canada subscriptions related to higher education, public finance, population, etc.

current Hansard for the Ontario Government, newsletters and press releases of various post-secondary organizations

D. ACCESS TO THE COLLECTION:

-author and title

-monographs organized by very broad subject categories, e.g., administration, students, faculty

E. SERVICES:

-open 9-5 weekdays

-persons outside the COU Secretariat are allowed to borrow materials with approval of the COU Director

-library is open for reference only to any interested student or university staff member

-limited photocopy facilities

F. PUBLICATIONS:

A list of all publications is available.

Regular publications include:

COU Annual and Triennial Reviews (1967-)

Perspectives and Plans for Graduate Studies (1973-)

Graduate Student Incomes (1974-)

Operating Grants Brief to Ontario Council on University Affairs (1970-)

Total Revenue and Expenses for Provincially Assisted Universities of Ontario (COFO-UO Report) (1970)

Application Statistics (1973-)

Ontario Universities Benefits Survey (1978-)

Canadian Association of Graduate Schools Statistical Report (1971-)

COU also publishes a variety of special reports, for example:

Building Blocks, a series on space planning (1972-)

Report of a Study of Ontario Medical School Admissions Policies and Practices (1978-)

Experimental Achievement Testing Programme Summary Report (1979)

Ontario Universities Statistical Compendium 1970-71 to 1978-79 (1980)

Citizenship of Students and Faculty in Canadian Universities (1979)

Reports available for purchase.

MODEL THREE

R.W.B. Jackson Library
Ontario Institute for Studies in Education
252 Bloor Street West
Toronto, Ontario M5S 1V6
Telephone (416) 923-6641

Miss Shirley Wigmore, Chief Librarian

Contact: Reference & Information Services, extensions 202, 204

A. GENERAL STATEMENT:

The R.W.B. Jackson Library supports staff and students involved in the graduate study, research, and field development functions/activities of the Institute. In addition, it serves the wider public (teachers, administrators, parents, etc.)

B. SCOPE OF THE COLLECTION:

The library has a collection of monographs, journals, audio-visual and curriculum support materials covering all aspects and levels of education (pre-school, primary, secondary, and post-secondary) with particular emphasis on Ontario and Canada. Higher education materials form a small but significant portion of the total collection.

In addition to educational indexes for Canada, United States, Britain and Australia, and reference materials such as yearbooks, encyclopedias, UNESCO and Statistics Canada material, the library has the complete ONTERIS (Ontario Educational Research Information System) and ERIC (Educational Resources Information Center). There is also a collection of University of Toronto education theses representing the work of OISE graduates (e.g., from the Higher Education Group, Adult Education and Educational Planning).

Of special interest:

-a varied selection of institutional histories

-complete collection of current Ontario College and university calendars; selected Canadian and international graduate schools of education calendars

-educational publishers' and audio-visual distributors' catalogues (available in the Curriculum Resources and Audio-Visual Library)

-commission and report documentation, e.g., Commission on Declining Enrolment 1979; Commission on Post-Secondary Education (Wright Report) 1972, (including papers of the Commissioner).

C. SIZE OF THE COLLECTION: (approximately)

170,000 monographs

2,000 journal titles, 2,000 other serial titles

250,000 microforms

11,000 AV items

D. ACCESS TO COLLECTION:

-author, title, and subject

-online access to commercial databases, e.g., ERIC, Dissertation Abstracts International

E. SERVICES:

-hours 8:30-10:30 Mon.-Thur.
8:30- 5:00 Fri.
9:00- 5:00 Sat.
1:00- 6:00 Sun.
(varies during the year)

-external borrowers cards $20.00 per annum

-photocopying services

-study space available

-other: RISE (Research Information Service for Education) is a contract service. It produces information packages, annotated bibliographies, reviews of the literature, etc. tailored to particular needs.

ONLINE literature searches can be arranged in person or by telephone.

F. PUBLICATIONS:

The library regularly publishes:

-acquisitions lists (monthly)

-annotated bibliographies on special topics, e.g., Multimedia Resources for Educational Administrators available from OISE Publication Sales.

APPENDIX C: ORGANIZATIONS' RESPONSES

*See also the three responses used as models in Appendix B.

ACCESS
9930 114 AVENUE
EDMONTON ALBERTA T5M 3S2
TELEPHONE (403) 451 3160
TELEX 037 3948
Alberta Educational Communications Corporation

March 27, 1981

Ms. Marion Wilburn
Office of Teaching and Learning
Council of Ontario Universities
130 St, George Street, Suite 8039
TORONTO, Ontario
M5S 2T4

Dear Ms. Wilburn:

I have received a copy of your letter of 24 February 1981 to libraries, associations and groups who collect materials about Canadian higher education. I have passed this request along to the Director, Information Services.

I am interested in receiving a copy of the results of the survey. Will it be published? I would appreciate it if you would inform me of any plans to make this information available.

For your information, I have enclosed a brochure which describes ACCESS Alberta and the services it provides.

Sincerely,

Jim Armstrong, M.L.S.
Program Development Assistant

JA/has

Alberta Advanced Education and Manpower Library
9th Floor East Tower
Devonian Building
11160 Jasper Avenue
Edmonton, Alberta T5K 0L1

Telephone (403) 427-5590/7163

Contact: Mrs. Pauline Howatt, Chief Librarian

A. GENERAL STATEMENT:

The Alberta Advanced Education and Manpower Library provides reference and information services supportive of the research and decision-making activities of the department. Its resources are available to other libraries or individuals seeking materials not readily accessible elsewhere.

B. SCOPE OF COLLECTION:

Materials housed in the Library cover all aspects of education at the postsecondary level in addition to a widely diversified number of subject areas of relevance to the manpower component of the department. Approximately half of the collection is in the area of higher education with particular emphasis on Alberta and Canada. Sample coverage includes: universities and colleges, technical/vocational institutions, adult education, institutional research, apprenticeship, educational research, enrollments, statistics, learning systems, and program development.

Of special interest:

- a complete collection of current Canadian universities and colleges calendars
- Departmental Innovative Project Fund reports
- Statistics Canada publications including census data
- newspaper clipping files on subjects of interest to departmental personnel
- selected documents of international bodies including the United Nations, UNESCO, ILO, and OECD
- a collection of theses in the area of educational administration
- Alberta Colleges Commission and Alberta Universities Commission publications
- annual reports of Alberta postsecondary institutions

C. SIZE OF THE COLLECTION:

9000 monographs, government documents, and theses

400 microfiche and cassettes

330 journal titles and newspapers

100 Statistics Canada series in addition to complete sets of Census of Canada data for 1971 and 1976

Alberta legislative materials 1972+

Postsecondary institution calendars - Canada and some U.S.(current)

Annual reports - all Alberta government departments
- selected federal government departments
- selected provincial government departments

D. ACCESS TO THE COLLECTION:

- computerized book catalogue accessible by author, subject (Library of Congress), and key words from the title
- online access to commercial databases; DIALOG (Lockheed Information Systems), and INFOMART (Systems Development Corporation)
- participation in the Alberta Government Libraries Union Catalogue and the Union List of Serials

E. SERVICES:

- open 8:15 a.m. - 4:30 p.m. weekdays
- answers simple information queries and indepth reference questions
- online literature searches provided departmental staff
- prepares bibliographies
- provides SDI (selective dissemination of information) services as requested
- distribution of current newspaper clippings on a daily basis
- interlibrary loans
- orientation workshops on the library collection and library services
- photocopying services
- reading and study areas available

- routing of some current periodicals to departmental personnel

F. PUBLICATIONS:

Regular publications include:

- the acquisitions lists (monthly)
- bibliographies on special topics (monthly)
- tables of contents booklets (semi-monthly)
- lists of conferences and workshops of interest to the department (monthly)

A library information brochure is available upon request.

ASSOCIATION OF ATLANTIC UNIVERSITIES

L'ASSOCIATION DES UNIVERSITES DE L'ATLANTIQUE

Office—Executive Director
Suite 702
6080 Young Street
Halifax, Nova Scotia
B3K 5L2

Phone (902) 453-2775

March 12, 1981

Ms. Marion Wilburn
Director
Council of Ontario Universities
130 St. George Street
Suite 8039
Toronto, Ontario
M5S 2T4

Dear Ms. Wilburn:

This is in response to your letter of 24 February 1981 regarding Canadian higher education literature collections.

The Association of Atlantic Universities does not in fact pretend to maintain a collection of materials about Canadian higher education. It does acquire some materials to meet specific needs of its small (3 person) staff, but these are neither listed nor catalogued. Interested persons may get access to such material as we have on hand at any given time, but we could not cater to any significant demand.

The Association produces reports from time to time concerning different aspects of higher education. Copies are always sent to the AUCC (and to other regional university associations).

I trust this response will satisfy your requirements at this time.

Yours sincerely,

John R. Keyston
Executive Director

JRK/bg

AUCC Library
Association of Universities and Colleges of Canada
151 Slater Street
Ottawa, Ontario K1P 5N1
Telephone (613) 563-3562

Ms. Hazel Roberts, Head Librarian
(613) 563-3672

A. GENERAL STATEMENT:

The AUCC Library specializes in documentation on post-secondary education. It contains extensive research-level collections of Canadian material, together with a selective documentation from other countries, particularly English- and French-language reports. The clientele is mainly the secretariat and the university community, but governments, other associations, and the public are served as well.

B. SCOPE OF THE COLLECTION:

The AUCC Library attempts to acquire all documentation relating to the administration of universities in Canada. Information about post-secondary educational systems throughout the world are collected. Related labour, financial, social, and academic material is also acquired.

Of special interest is the collection of Canadian university administrative reports and histories, higher education research reports and theses, statistical compilations and current Canadian university calendars. An extensive file of clippings from Canadian newspapers covers all aspects of university activity and academic interface with governments and other institutions.

A biographical file of academics is being developed.

C. SIZE OF COLLECTION:

17,000	books; universities and government documents
450	periodicals, including university and student newspapers
150,000	press clippings
8,000	vertical file items
	current House of Commons Debates, legislation affecting institutional administration

D. ACCESS TO THE COLLECTION:

- author, title and subject (Library of Congress)
- informal cooperation with federal government libraries in Ottawa and with Ottawa Public Libraries, as well as with Carleton University Library and the University of Ottawa Library

E. SERVICES:

- open September-May 9:00 a.m. to 5:00 p.m. Monday to Friday
  June-August 8:30 a.m. to 4:00 p.m. Monday to Friday

For academic community:
- reference service
- compilation of bibliographies
- limited research assistance
- Inter-Library loan

For the public:
- browsing
- informal assistance
- in-house use for research projects after consultation with Head Librarian

- limited photocopying, paid for by user
- microfiche and microfilm reader-printers
- study carrels

F. PUBLICATIONS:

Library:
- Select Bibliography in Higher Education (quarterly) $8.00 per annum
- Index of University Newspapers (quarterly) $8.00 per annum
- Collective Bargaining Bibliography (quarterly)
- A View of University Financing (3 times per year)
- Subject Bibliographies (occasional) priced at 15c per page

AUCC:
- Directory of Canadian Universities (annual) $9.00 per annum (3rd class mail in Canada)
- Directory of Canadian Universities: Academic and Administrative Officers (annual) $5.00 per annum (3rd class mail in Canada)
- Inventory of Research Into Higher Education in Canada (annual) $5.00 per annum
- Directory of Awards for Graduate Study, 1981 $6.00 per annum (3rd class mail in Canada)
- Policy studies (occasional)
- Briefs (occasional)
- University Affairs $7.00 per annum (3rd class mail in Canada)

NOTE: The publications program and pricing is under review at the present time.

G. OTHER:

An informal network developed through contact with university and disciplinary administrators and academics makes it possible for us to be aware of information that has not yet been published. Sources can be referred to persons seeking specific information.

UNIVERSITE DE MONTREAL

Bibliothèque E.P.C. (Education, Psychologie, Communication)
Université de Montréal
C.P. 6128, Succursale "A"
Montréal, P.Q. H3C 3J7
Téléphone (514) 343-6638

Mlle Marielle Durand, Directeur

A. OBJECTIFS DE LA BIBLIOTHEQUE E.P.C.

La bibliothèque vise à répondre de façon aussi complète que possible aux besoins documentaires de nos usagers: professeurs, personnel de recherche, étudiants de 1er, 2e, 3e cycles, post-gradués, en fonction des programmes offerts.

B. COLLECTION

Notre collection de monographies, périodiques, documents audio-visuels, couvre tous les aspects de l'éducation à tous les niveaux, particulièrement la recherche et mesures et évaluation.

COLLECTIONS PARTICULIERES

- Collection complète des documents ERIC (Educational Resources Information Center)
- Collection ONTERIS (Ontario Educational Research Information System)
- Collection CANADEX (Canadian Monographs in Education)
- William S. Gray Research Collection in Reading
- Collection Rey-Herme (environ 3,500 livres rares portant sur l'éducation, l'histoire de l'éducation)
- Collection Villeneuve de manuels scolaires utilisés dans la province de Québec
- Publications de l'OCDE (Organisation de coopération et de développement économique) en éducation
- Publications de l'UNESCO
- Publications du Ministère de l'Education de la province de Québec
- Encyclopedia of Education
- International Encyclopedia of Higher Education
- British Parliamentary Papers: education of poorer classes
- Collection complète de Special Reports on Educational Subjects (Grande-Bretagne)

C. ETAT DE LA COLLECTION

70,000 monographies
1,672 abonnements de périodiques
210,715 microfiches
3,046 microfilms
2,896 thèses

Case postale 6128. Succursale "A"
Montréal. P.Q.. H3C 3J7

UNIVERSITÉ DE MONTRÉAL

D. ACCÈS À LA COLLECTION

- auteur, titre, sujet
- accès par terminal aux bases de données de: DIALOG, ORBIT, SABINE, etc.

E. SERVICES

- heures d'ouverture: 9:00 - 23:00 du lundi au vendredi
  9:00 - 18:00 samedi
  13:00 - 18:00 dimanche

  heures d'ouverture particulières pendant la période d'été
- repérage automatisé
- service de référence
- service de photocopie pour les professeurs et le personnel de recherche
- "COM" catalogue collectif de l'Université de Montréal sur microfiches
- Médiathèque: liseuses/imprimantes pour microformes
- salles de travail

F. PUBLICATIONS

- Liste des nouvelles acquisitions
- Index des mémoires présentés à la Commission royale d'enquête sur l'enseignement dans la province de Québec (1961-1963)
- Liste des mémoires et des thèses en sciences de l'éducation et en psychologie
- Liste des périodiques (épuisé)
- Livres de référence et répertoires bibliographiques

Case postale 6128, Succursale "A"
Montréal, P.Q., H3C 3J7

CANADIAN
ASSOCIATION OF
UNIVERSITY
BUSINESS
OFFICERS

151 Slater,
Ottawa, Canada
K1P 5N1
Tel.: (613) 563-3542

ASSOCIATION
CANADIENNE DU
PERSONNEL
ADMINISTRATIF
UNIVERSITAIRE

Contact: K. Clements, Executive Director

A. General Statement

The CAUBO collection is used by staff of the secretariat. It is also available upon request to Business Officers of member institutions.

B. Scope of Collection

The collection covers a variety of areas in post-secondary education. Reports on financial statistics, teachers salaries, campus bookstores, labour costs, enrolment, and tuition and living accommodation costs are collected. Other material of interest would be financial statements, memoranda, and policy statements of our member institutions.

C. Size of Collection

Not applicable.

D. Access

Not applicable.

E. Services

The office hours are 8 a.m. to 5 p.m. Monday thru Friday. Upon request, informal and research assistance is provided. Photocopy facilities are also available.

F. Publications

Regular publications of CAUBO are:

Financial Statistics of Universities and Colleges/Statistiques financières des universités et collèges -- annual; $15

Profile -- annual

Bulletin -- 3-4 per year

Other occasional reports and surveys are as follows:

Comparative Performance Measurement -- for those institutions participating in the service.

Surveys in areas such as group benefit plans, insurance premiums and claims, and computer applications.

Inventory of Skills -- provides a listing of university administrators with skills in 87 areas of expertise.

notre ref

Centre de documentation
Centre d'animation, de développement et
de recherche en éducation
1940, boul. Henri-Bourassa est
Montréal, Qué. H2B 1S2
Téléphone: (514) 381-8891

Responsable: Jean-Luc Roy

A. DESCRIPTION GENERALE:

Le centre de documentation du C.A.D.R.E. est au service de la Fédération des cégeps, de l'Association des collèges du Québec, de l'Association des institutions d'enseignement secondaire et de leurs institutions membres. Il a comme mandat de fournir un soutien documentaire au développement pédagogique. Sa collection spécialisée en éducation est aussi utilisée par les éducateurs en général.

B. CONTENU DE LA COLLECTION:

Le centre de documentation du C.A.D.R.E. développe et traite une collection de documents sur l'enseignement postsecondaire. Les écrits sur les cégeps y sont collectionnés avec un souci d'exhaustivité. Les documents produits pour la Commission d'étude sur les universités (1977-1979) et la Commission d'étude sur la formation des adultes (1980-1981) sont versés à la collection. Autres centres d'intérêt: l'enseignement privé, l'analyse institutionnelle, les méthodes d'enseignement. Bon nombre des documents acquis ont ceci de particulier qu'ils échappent au circuit commercial.

C. ETENDUE DE LA COLLECTION:

10,000 monographies, rapports, thèses, mémoires, etc.

365 titres de périodiques

250 dossiers bibliographiques.

D. ACCES A LA COLLECTION:

- auteurs, titres et sujets (selon notre thésaurus)
- nous signalons tous les documents canadiens que nous indexons, dans le Répertoire canadien sur l'éducation/Canadian Education Index.

E. SERVICES:

- ouverture de 9 heures à 5 heures, du lundi au vendredi

- service de référence et préparation de bibliographies annotées pour le personnel des institutions membres

.../

- possibilité de consultation sur place offerte au personnel et aux étudiants des autres institutions

- prêt au personnel des institutions membres

- service de photocopie.

F. PUBLICATIONS:

- Bulletin d'acquisitions: Documents reçus (environ 4 nos/an);
- publications de certaines compilations bibliographiques: Le collège québécois, introduction bibliographique (1976, épuisé);
- L'enseignement professionnel, bibliographie annotée (1981);
- Thésaurus de descripteurs sur l'éducation (1980);
- Bibliographie annotée de l'enseignement supérieur au Québec, tome I: les universités (1979), tome II: la formation des maîtres (1980), distribution: Service général des communications du ministère de l'Education du Québec;
- Education des adultes, bibliographie annotée (en préparation).

educational research
institute of
british columbia

suite 400, 515 west 10th avenue, vancouver, b.c. V5Z 4A8 • 873-3801

16th March, 1981

Marion Wilburn,
Director,
Council of Ontario Universities,
Office of Teaching and Learning,
130 St. George Street,
Suite 8039,
Toronto, Ontario
M5S 2T4

Dear Ms. Wilburn :

The Educational Research Institute of British Columbia has just recently initiated research and evaluation activities at the post-secondary level. In the past, the institute has been primarily concerned with elementary and secondary schooling.

As a result of our relatively new status in the college and university sectors, we do not yet have an established collection of materials about Canadian higher education. We rely extensively on existing college and university facilities as our major sources of information.

Although ERIBC can be of little help at this time in your preparation of "a state-of-the-art review", we wish you well in your endeavour. The Institute would be most interested in the results of your survey.

Sincerely yours,

Clay Lafleur,
Head, Evaluation & Research
Services

CL:kab

GOVERNMENT OF NEWFOUNDLAND AND LABRADOR
DEPARTMENT OF EDUCATION

P.O. BOX 2017
ST. JOHN'S, NFLD.
A1C 5R9

1981 03 12

Marion Wilburn
Director
Office of Teaching and Learning
Council of Ontario Universities
130 St. George Street
Suite 8039
Toronto, Ontario
M5S 2T4

Dear Ms. Wilburn:

The Newfoundland Department of Education does not maintain a formal collection of publications, monographs, journals, etc. related to Higher Education, with the exception of studies and reports which were prepared by or for this Department. The necessity of maintaining our own collection has been eliminated through the convenient near-by location of the University (M.U.N.) Library facilities. The research section of this Department has found this arrangement to be quite adequate.

I trust that this information is sufficient for the purposes of your review.

Sincerely,

Robert Parsons

ROBERT PARSONS
Supervisor of Information,
Statistics & Publications

RP/jl

McGill University
Centre for Teaching and Learning Services
815 Sherbrooke Street West, Macdonald-Harrington Building
Montreal, P.Q. H3A 2K6

A. General Statement

The Library of the Centre for Teaching and Learning Services is primarily used by faculty and graduate students who are involved in teaching improvement activities. We serve also, on a limited basis, other post-secondary educators who are interested in this field.

B. Scope of the Collection

The library covers many aspects of higher education with particular emphasis on evaluation. Acquisitions are made too in related areas including Teaching Innovation, Course Materials Design and Development, Teaching Methods. Included is a small collection of audio-visual materials.

Of special interest:

- modules covering a wide spectrum of subjects developed by faculty with the aid of provincial permanent grants.
- modules on Teaching and Learning -- developed by Centre faculty specifically for use by inexperienced post-secondary teachers.
- kits describing different methods of self-evaluation.
- computerized bank of items from which a personalized questionnaire may be developed according to the needs of individual teachers.
- sample systems for student ratings of instruction.

C. Approximate Size of Collection

- 600 monographs
- journals and newsletters
- 130 publications by Centre staff and associates
- 500 reprints of articles on different aspects of higher education

D. Access to the Collection

- author, title, and subject
- monographs and papers on evaluation organized by categories and computer-listed

E. Services

- open 9-5 weekdays
- limited reference services available to persons not directly connected with the Centre
- Centre publications available for sale
- limited photocopy facilities

F. Publications

A list of all publications is available. Organized by topic these include copies of the newsletter, Learning and Development, papers from the CTLS series, Papers in Higher Education, and reprints of papers by CTLS staff published in other journals.

Ministry of Education, Ontario
Information Centre
13th Floor, Mowat Block, Queen's Park
Toronto, Ontario M7A 1L2
Telephone: (416) 965-1451

Manager, Information Centre: Carol Fordyce

Contact: Reference Desk: 965-1451

A. GENERAL STATEMENT:

The Information Centre supports the activities and projects of the Ministry of Education and the Ministry of Colleges and Universities. We also serve other Government libraries. Members of the public may use the Information Centre collection on the premises.

B. SCOPE OF COLLECTION:

The collection reflects education at all levels: preschool, primary, secondary, postsecondary, adult. The emphasis is on material relevant to Ontario but the collection is international in scope, where appropriate. The subject matter covers a vast range, including curriculum development, teacher training, education finance, administration, special education, continuing education, manpower training. All types of education-related research resources are included, such as collective bargaining, apprenticeship training, new technological advances.

Particular types of materials:

-a complete set of research documents issued by or under contract with the Ministry of Education and the Ministry of Colleges and Universities

-Statistics Canada publications covering all levels of education and related education fields (e.g., labour)

-annual reports of education-related organizations and associations (e.g., selected out-of-province departments of education in Canada, the United States, Great Britain; Ontario Teachers' Federation)

-multi-year plans of colleges of applied arts and technology (issued every year)

-submissions to the Ontario Council on University Affairs (OCUA) (issued every year)

-minutes of the OCUA from 1968 on

-university and colleges of applied arts and technology calendars (Ontario); in many cases the collection goes back to the beginnings of operation of the institution

Of special interest:

ONTERIS

The Ontario Education Resources Information System (ONTERIS) was set up by the Research and Evaluation Branch in 1974, because an expanding volume of report literature was not accessible to educators. ONTERIS has created 3 bibliographic data bases:

1. EDUC - a database of over 1700 records of education research documents from Ontario school boards, the Ministries of Education and Colleges and Universities, the Ontario Institute for Studies in Education, the Ontario Educational Communications Authority, and the Ontario Education Research Council.

2. CURR - a database of over 2300 records of Ministry of Education curriculum guidelines and support documents, and material from boards of education in the Central, Eastern, Western, and Northwestern Ontario regions.

3. CODE - a finite database, produced in response to a specific demand, with records of 267 briefs and nearly 100 Papers and Information Bulletins received or produced by the Commission on Declining School Enrolments.

C. SIZE OF COLLECTION:

-approximately 24,000 monographs

-approximately 800 periodical titles

-Ontario parliamentary papers (debates, statutes, bills, regulations, etc.)

-federal parliamentary papers (debates, statutes, regulations)

-vertical files (extensive)

-newspaper clippings (from selected Ontario newspapers, university newsletters, student newspapers, colleges of applied arts and technology newspapers)

-microfiche (complete ONTERIS fiche collection; selected ERIC; retrospective newspaper clippings)

D. ACCESS TO COLLECTION:

-card catalogue: Dewey; LC subject headings

-computerized serials list: access by title and subject

-vertical files: modified LC subject headings

-ONTERIS databases: on-line access

E. SERVICES:

-open 8:30-4:45 weekdays

-the Information Centre is open to the public for reference use only

F. PUBLICATIONS:

-Acquisitions List (monthly if possible)

-"Contents": the contents pages of a selected group of journals are reproduced and circulated.

OCUFA Library
Ontario Confederation of University Faculty Associations
40 Sussex Avenue
Toronto, Ontario M5S 1J7
Telephone: (416) 979-2117

Contact: Dr. P.G. Wesley, Executive Director

A. GENERAL STATEMENT

The OCUFA Library is primarily a reference collection used by staff of the secretariat and the elected officials of OCUFA. Though space is extremely limited, and materials do not circulate, it is available to members of the university community and others interested in higher education.

B. SCOPE OF THE COLLECTION

The material in the OCUFA Library deals mainly with universities and comes from a variety of sources. Particular emphasis is on documents related to faculty, their terms and conditions of employment, characteristics, and roles as scholars in the university community.

Of special interest:

- a variety of materials from Ontario universities (faculty handbooks, faculty collective agreements, faculty association newsletters, university newspapers, university calendars, etc,);
- a variety of publications from the Ontario Ministries of Education and Colleges and Universities; other Ontario ministries; the Ontario Council on University Affairs;
- a variety of publications from Statistics Canada; other federal agencies including granting councils;
- reference books, directories, reports and other publications of groups in higher education both in Canada and abroad;
- a range of materials in the area of collective bargaining in higher education both in Canada and abroad;

C. SIZE OF THE COLLECTION

- approximately 100 monographs and 60 current journals, other periodicals and newsletters;
- current Hansard for the Ontario legislature, press releases of various organizations;
- press clippings from Ontario newspapers since 1979 (by subject area).

D. ACCESS TO THE COLLECTION

- library organized primarily by issuer of publication, e.g., ministry, name of organization, university, etc.;
- monographs organized by author and/or title.

E. SERVICES

- the OCUFA office is open weekdays from 9-5; if any extensive use is to be made of the library, or if special assistance is required, it is advisable to telephone in advance for an appointment;
- library is available for reference only and space is limited;
- limited photocopy facilities by arrangement with the Executive Director.

F. PUBLICATIONS

- FORUM (OCUFA newsletter);
- OCUFA Acronyms Guide (annual);
- OCUFA briefs to OCUA and various select committees;
- occasional brochures and pamphlets.

Library
Universities Council of British Columbia
500 - 805 West Broadway
Vancouver, B.C.
V5Z 1K1
Telephone (604) 872-0245

Contact: Theresa Boyce Iverson, Librarian

A. GENERAL STATEMENT

The UCBC Library serves the Council, its committees, staff, and consultants with a collection of materials on the administration of higher education.

B. SCOPE OF COLLECTION

The library houses a specialized collection of publications concerning institutional planning, programme development and evaluation, finance, research, and education economics. The library collects published monographs, reports from councils and commissions of higher education, federal and provincial government publications, core journals in the field of higher education, and calendars from Canadian universities and B.C. colleges and institutes. In addition, the library receives documents from the three B. C. universities, including annual reports, Board and Senate minutes and documents, and the newspapers of the universities and their student bodies.

C. SIZE OF COLLECTION

3,000 volumes (including research reports, published monographs)
135 journal titles (including Statistics Canada subscriptions)
650 reports on fiche
200 subject files

D. ACCESS TO COLLECTION

1. UCBC holdings

- card catalogue: author/title and subject (modified Library of Congress classification and subject headings)

.../2

2. Other

   - BCUC Microfiche: access to holdings of B.C. Union Catalogue member libraries

   - Commercial databases: on-line access to ERIC and other bases through the University of B.C. Library.

E. SERVICES

1. hours: 8:30 a.m. - 4.30 p.m. weekdays

2. user group: Council, its committees, staff, and consultants; others upon arrangement with Librarian

3. services: reference and bibliographic research, current awareness, on-line bibliographic searches, inter-library loans

4. facilities: photocopier, microfiche reader/printer

F. PUBLICATIONS

Universities Council of British Columbia. Annual Report.

UNIVERSITY OF BRITISH COLUMBIA
MAIN LIBRARY
1956 MAIN MALL
VANCOUVER B.C. V6T 1Y3
Basil Stuart-Stubbs, University Librarian
Contact: Social Science Reference
(604) 228-2725/228-3155

GENERAL STATEMENT:

The University of British Columbia Library provides resources to support the curriculum of the Faculty of Education and for advanced study and research in all fields of education.

SCOPE OF COLLECTION:

UBC Library collects monographs, journals, government publications and non-print resources in all aspects of education and at every level, kindergarten to post-secondary. At present, the Library has a divided collection of education resources. Included in the Main Library collection are educational materials covering the areas of adult education; comparative education; educational foundations; educational measurement and psychology; educational administration, policy and planning; higher education and physical education. The Curriculum Laboratory supports the methodology and research of classroom subjects and practice and specializes in the acquisition of materials at the elementary and secondary level for classroom use. The collection includes all theses completed at UBC, the ERIC collection, historical textbooks collection, children's literature collection and an extensive reference collection of indexing and abstracting sources for education.

SIZE OF COLLECTION:

Data not available. Since the education resources in the Main Library are integrated with other subject areas, no reliable estimate of the size of the education collection can be provided.

ACCESS TO COLLECTION:

- Author, title and subject
- British Columbia Union catalogue (in progress)

- On-line access to the range of commercial databases available through DIALOG, ORBIT, BRS information-retrieval systems

SERVICES:

Hours of operation:

Mon-Thurs	8 am - 11 pm
Fri	8 am - 6 pm
Sat	9 am - 5 pm
Sun	12 pm - 11 pm

Reference and research assistance including:

- Preparation of SDI profiles and monthly subject bibliographies for UBC staff
- Preparation of bibliographies
- Conducting literature searches
- On-line bibliographic search services for UBC staff, students and general public may be arranged
- Extra-mural borrowing privileges for non-UBC staff and students may be contracted through the Circulation Division
- Inter-Library-Loan facilities
- Library is open to all for in-house use and provides study space, viewing and listening facilities for non-print materials, and photocopying facilities

Atlantic Institute of Education Library
5244 South Street
Halifax, Nova Scotia B3J 1A4
Telephone (902) 425-5430 extension 32

Contact: Diane Brooks, Librarian

A. GENERAL STATEMENT:

The library provides information to the Atlantic Institute of Education faculty and students, education students at Atlantic provinces' universities, and members of the community interested in education.

B. SCOPE OF THE COLLECTION:

The library maintains a limited number of monographs and journals to support the faculty and to assist the graduate students in fulfillment of their degrees. The collection concentrates on teacher education, curriculum development and evaluation, survey work, and testing and measurement. The library is a depository of Statistics Canada publications.

C. SIZE OF THE COLLECTION: (estimates)

- 3000 monographs
- 100 journal subscriptions
- 2 file drawers (miscellaneous reports, news releases, etc.)
- several cassette tapes and microfilm/fiche materials

D. ACCESS TO THE COLLECTION:

- author, title, and subject

E. SERVICES:

- open 9:00-5:00 weekdays (8:30-4:30 in summer)
- available for reference services only to AIE faculty and students
- photocopy facilities
- some AV equipment can be rented by faculty, students, and responsible members of the education community; the microfilm/fiche reader can be used by anyone on the premises

F. PUBLICATIONS:

The library circulates a brief report of acquisitions and items of interest to AIE faculty and students, from time to time. The Atlantic Institute of Education publishes ACT: The Atlantic Canada Teacher - a quarterly - $5.00 per annum. The Institute also publishes handbooks and informal papers on various aspects of education. A list of publications is available.

Library,
TVOntario,
2180 Yonge Street,
Toronto, Ontario M4S 2C1
Telephone (416) 484-2652

Cheryl Zimmerman, Chief Librarian

Contact: Reference and Information Services
484-2651

A. GENERAL STATEMENT

The TVOntario Library provides information services to the staff of TVOntario. On a limited basis, we also serve the public (teachers, researchers, students, etc.)

B. SCOPE OF COLLECTION

The library maintains an international collection of materials on educational technology with an emphasis on the use of television in education. Higher education materials form a small but a significant portion of the total collection.

C. SIZE OF COLLECTION

11,000 monographs

200 journals

200 subject files (articles, reports, etc.)

D. ACCESS TO COLLECTION

-author, title and subject

-online access to commercial databases

E. SERVICES

-open 9-5 weekdays

-persons outside TVOntario are allowed to borrow materials with approval of the Chief Librarian

-library is open for reference only to the public

-limited photocopy services

F. PUBLICATIONS

The library regularly publishes acquisitions lists (quarterly).